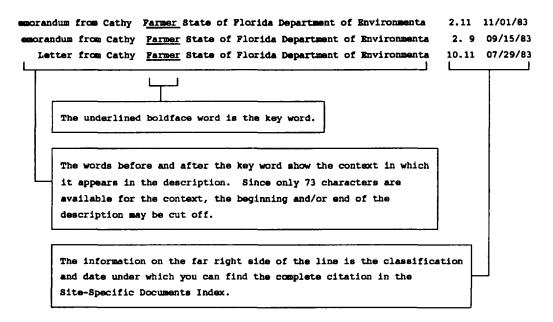
## Section II KEY WORD IN CITATION INDEX

## HOW TO USE THE KEY WORD IN CITATION INDEX

The preceding Site-Specific Documents Index is arranged in classified order. The Key Word in Citation Index in this section is used in conjunction with the Site-Specific Documents Index to locate documents by key words appearing in the their descriptions. It is arranged alphabetically by the key words.

For example, if you were trying to find a particular memorandum by Cathy Farmer, but did not know when she wrote it, you could look in the Key Word in Citation Index under "Farmer". Three entries include this word:



Since you know you are looking for a memorandum, check the document dated 11/01/83 in classification 2.11 and the one dated 09/15/83 in classification 2.9 in the Site-Specific Documents Index. After looking at the full citations, you discover the item you need:

22. Memorandum from Cathy Farmer, State of Florida Department of Environmental Regulation to File (November 1, 1983). Concerning well drilling near the Hipps Road Landfill.

While locating personal names is an important use of the Key Word in Citation Index, you could have found this document by looking under any of the following words which appear in the description:

MemorandumStateEnvironmentalCathyFloridaRegulationFarmerDepartmentFile

Note, however, that key words from the synopsis at the end of the citation ("Concerning . . . ") are not included.

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## ADMINISTRATIVE RECORD KEY WORD IN CITATION INDEX

BREAK DATE DOCUMENT DESCRIPTION action at the West Lees Mill Road Drum Site Riverd 2. 9 03/31/93 emergency removal Action Memorandum OSC Report from Matthew B. Monse 2.9 03/31/93 2.9 03/31/93 eport from Matthew B. Monsees EPA Region IV to file. A justification 2. 9 03/31/93 rum Site Riverdale Clayton County Georgia | Action Memorandum OSC Re County Georgia | Action Memorandum OSC Report fro 2. 9 03/31/93 Riverdale Clayton est Lees Mill Road Drum Site Riverdale Clayton County Georgia | Acti 2. 9 03/31/93 r initiation of an emergency removal action at the West Lees Mill Roa 2. 9 03/31/93 2. 9 03/31/93 Matthew B. Monsees **EPA** Region IV to file. A justification for initiat 03/31/93 file. A justification for initiation of an emergen 2. 9 s EPA Region IV to ale Clayton County 2. 9 03/31/93 Georgia | Action Memorandum OSC Report from Matth 2. 9 initiation of an emergency removal action at the W 03/31/93 justification for justification for initiation of an emergency remov 2. 9 03/31/93 gion IV to file. A 2. 9 03/31/93 action at the West Lees Mill Road Drum Site Riverdale Clayton County 2. 9 03/31/93 um OSC Report from Matthew B. Monsees EPA Region IV to file. A justif 2. 9 03/31/93 Action Memorandum OSC Report from Matthew B. Monsees EPA 2. 9 03/31/93 n at the West Lees Mill Road Drum Site Riverdale Clayton County Georg rt from Matthew B. Monsees EPA Region IV to file. A justification for 2. 9 03/31/93 03/31/93 2. 9 Action Memorandum OSC Report from Matthew B. Monsees EPA Region IV t 2. 9 removal action at the West Lees Mill Road Drum Sit 03/31/93 on of an emergency 2. 9 ion Memorandum OSC Report from Matthew B. Monsees EPA Region IV to fi 03/31/93 2. 9 ill Road Drum Site Riverdale Clayton County Georgia | Action Memoran 03/31/93 2. 9 03/31/93 the West Lees Mill Road Drum Site Riverdale Clayton County Georgia | ees Mill Road Drum Site Riverdale Clayton County Georgia | Action Me 2. 9 03/31/93 West Lees Mill Road Drum Site Riverdale Clayton Co 2. 9 03/31/93 oval action at the